



*Venice of America*

CITY OF

# FORT LAUDERDALE

**AVIATION ADVISORY BOARD  
FORT LAUDERDALE EXECUTIVE AIRPORT  
ADMINISTRATIVE OFFICE - MULTIPURPOSE ROOM  
6000 NW 21 AVENUE, FORT LAUDERDALE, FL  
THURSDAY, DECEMBER 11, 2008, 1:30 P.M.**

Board Members	Attendance	Cumulative Attendance 7/08 through 6/09	
		Present	Absent
Bunney Brenneman, Chair	P	4	0
Joseph Scerbo, Vice Chair	P	4	0
Lee Alexander	P	3	1
Andrew Berns, Tamarac [1:40]	P	2	2
Alberto Calvo	P	2	2
Michael Dunbar	P	3	1
Lloyd Evanson	P	3	1
Linda Iversen	P	4	0
Johnnie Riles	P	2	0
Deborah VanValkenburgh	P	3	1
Sharon Woods	P	3	1

## **Airport/City Staff**

Clara Bennett, Airport Manager  
Mark Cervasio, Assistant Airport Manager  
Rufus A. James, Airport Operations Supervisor  
Fernando Blanco, Airport Engineer  
Sharon Dreesen, Airport Administrative Aide  
Matthew Bocchino, Airport Operations Aide  
Jonathan Gehrke, Airport Operations Aide  
Jason Robinson, Airport Operations Aide  
Florence Straugh, Noise Abatement Officer  
James Foster, Airport Program Aide  
Victoria Minard, Assistant City Attorney  
J. Opperee, Recording Secretary

## **Call to Order**

The meeting was called to order at 1:32 p.m. by Chair Brenneman. Board members, City staff and guests introduced themselves in turn. Chair Brenneman welcomed Mr. Jeff Gilley from the National Business Aviation Association in Washington D.C.

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**1. Approve Minutes of October 2008 Meeting**

Chair Brenneman requested that the minutes include the fact that the Board members had toured the new Emergency Operations Center as well as Fire Station 53.

**Motion** made by Ms. VanValkenburgh, seconded by Ms. Woods, to approve the minutes of the Board's October 2008 meeting as amended. In a voice vote, the motion passed unanimously.

**2. Airport Security Services RFP**

[Mr. Burns arrived at 1:40]

Mr. Cervasio explained that the contract for Airport security services with Navarro Security would expire on February 20, 2009 and that staff had worked with the City's Procurement and Materials Management Department to create a Request for Proposals (RFP) to solicit security firms for a new three-year contract. The contract would include two one-year extension options for a potential total of four or five years.

Mr. Cervasio stated the City had received responses from the companies listed in his memo and an RFP Committee was established to review and rank them. He informed the Board that this Committee included Andrew Cuba, Marine Facilities Manager for the City of Fort Lauderdale; Lisa Slagle, Administrative Assistant for the City's Business Enterprises Department; Sgt. Russell Seuss, Fort Lauderdale Police Department; Rufus James, Airport Operations Supervisor, and Mr. Mark Cervasio, Assistant Airport Manager, who also served as the Chair of the Committee.

Mr. Cervasio stated the RFP Committee had met on Monday, November 24, 2008, to discuss and rank the proposals, based upon the following factors:

1. Understanding of the overall needs of the City, as presented in the narrative technical proposal, and the overall approach to address those needs. Technical Approach, Management reports, Communication, Mobilization.
2. Experience, qualifications, and past performance of the proposing firm, including persons proposed for the project / staff, Licenses / Certificates, Resources, Training, Screening, Evaluations, Supervising, References.
3. Experience providing airfield patrol services at an Airport for at least one year (baggage and screening does not qualify).
4. Over all financial capability and credit rating.

5. Estimated cost to the City

After reviewing the proposals submitted, Mr. Cervasio announced that the Committee had established the following initial ranking:

1. Navarro Security Group, Inc. at a cost of \$434,859.60
2. The Wackenhut Corporation at a cost of \$468,262.40
3. CSS USA, Inc. at a cost of \$320,938.40

Each of the top three firms then made a short presentation to the Committee on December 4, 2008, followed by questions from the Committee members. After the presentations, the Committee established the final ranking, and selected CSS USA, Inc. as the top ranked firm.

**Staff Recommendation:**

The staff recommends the award of the contract to CSS USA, Inc. as the top ranked firm, in the amount of \$320,938.40.

Mr. Cervasio explained to Ms. Woods that the company was permitted to request annual CPI adjustments, but must justify the request.

In response to Mr. Scerbo's questions, Ms. Amanda Vu, CSS USA Inc., stated they had 1,200 employees in Florida, and a total of 5,000 including overseas operations. She informed Mr. Dunbar that Dan Meadows, Director of Operations, would be the main point person for Fort Lauderdale, and they would also recruit an on-site operator specifically for FXE. Mr. Cervasio explained that when they changed security companies, the new company frequently hired the former employees because they were intimately familiar with the site. If this selection was approved by the City Commission, they would have approximately two months for the transition between firms.

Mr. Cervasio informed Ms. VanValkenburgh that CSS USA Inc. served Cherry Capitol Airport in Michigan and Greater Cincinnati Airport in Covington, Kentucky, and also worked with the Department of Homeland Security and FEMA.

**Motion** made by Ms. VanValkenburgh, seconded by Mr. Dunbar, to approve the staff recommendation. In a voice vote, Board unanimously approved.

**3. U.S. Customs / Border Patrol Facility Renovation - Task Order No. 1**

Mr. Blanco informed the Board that the existing facility was not configured in a manner that allowed Customs Border Patrol (CBP) to meet its post 911 role in an efficient manner. The Airport had been in discussions with CBP and Acai Associates to review various renovation alternatives. Mr. Blanco displayed an architectural plan for the new facility and compared the new versus the old facility layout.

Mr. Blanco stated staff had negotiated Task Order 1 with Acai Associates, Inc., to provide architectural, electrical, structural, and mechanical design, permitting, bidding, and post design construction services for the renovation. The cost of the Task Order was approximately \$46,475.00, and funds for the Task Order were available from the Airport's approved 07/08 Capital Improvement Plan.

**Staff Recommendation:**

The staff recommends approval of the proposed Task Order No. 1 with Acai Associates, Inc. for the interior renovation of the U.S. Customs and Border Patrol Facility in the amount of \$46,475.00, and that Task Order No. 1 be recommended to the City Commission subject to review and approval by the Board.

Mr. Dunbar believed the total cost would more accurately be \$500,000 to \$600,000. Mr. Blanco said Acai's estimate was \$150,000 to \$200,000 for demolition and remodeling. Mr. Dunbar disagreed with this estimate, based upon his construction experience. He wanted to examine this plan in more detail and to speak with the architects.

Mr. Cervasio agreed to ask Acai to look at the estimate and address the Board at its January meeting with a more detailed explanation.

Mr. Dunbar noted that the renovated building would only be in use for five years or so, and Mr. Cervasio explained that until they built a new facility, they must keep Customs satisfied with their space because this was a very important service to the Airport tenants.

Ms. Bennett said if the costs for the reconstruction were beyond their budget, they might reconsider this and make minor improvements to the facility instead in the interim. They felt \$150,000 to \$200,000 was within their budget and was an acceptable expense for the duration of CBP's stay in this facility.

Ms. Iversen asked for specifics regarding the necessity of refurbishing the building. Mr. Cervasio explained that CBP felt they could not operate in this building for another five years while the Airport constructed a new building. He added that there was currently no appropriate open site on which to construct a new building; property must be returned after a lease came to term.

Mr. Scerbo felt it made more sense to demolish and rebuild on this site. Mr. Cervasio explained that this site was not large enough to accommodate the proper sized building, and there was no appropriate available site at the present time. Mr. Cervasio said there were leases coming to term in the future for sites that would accommodate a new facility, but in the meantime, Customs employees were insisting they could no longer work in the existing facility. He

cautioned that it was possible the Customs staff would leave before the new facility was constructed if they were not accommodated.

Mr. Cervasio explained to Mr. Calvo that there were usually two Customs Officers on staff, and the hours were 9:00 a.m. to 9:00 p.m. Ms. Bennett stated 2,500 people had cleared Customs in October. Ms. VanValkenburgh pointed out that if the facility were closed, travelers would be forced to clear Customs at an international airport and then return to FXE.

The Board decided not to vote on this item until additional information was provided at their next meeting.

#### **4. Wayfinding Signage – Contract Award**

Mr. Cervasio reminded the Board that staff had been working with Kimley-Horn & Associates, Inc., to complete the design and the installation/construction of a Wayfinding Signage system. The staff had made a presentation to the Board at the May 22, 2008 meeting.

Mr. Cervasio continued that the project was put out for bid on November 12, 2008. Due to time concerns around the Thanksgiving holiday, the bid deadline had been extended from December 3, 2008 to December 10, 2008 to allow for maximum participation.

Mr. Blanco announced that four bids had been received, the lowest being from Architectural Graphics Inc., from Virginia Beach, Virginia with a bid of \$169,963.00. He noted this was below the Engineer's estimate of \$450,700.00

Mr. Blanco reported they had reviewed references provided by Architectural Graphics, Inc. He noted the company had provided similar types of signage for the City of Baton Rouge Louisiana, Gaylord National Hotel Chains, and Birmingham International Airport. Mr. Blanco stated all three contacts reported being very satisfied with the company's product and gave Architectural Graphics positive recommendations.

Mr. Blanco informed the Board that funds for this Task Order were available from the Airport's approved CIP and from the Florida Department of Transportation grant for reimbursement of eligible project costs.

#### **Staff Recommendation:**

Staff recommends award of the contract to the low responsive bidder, Architectural Graphic, Inc. of Virginia Beach, VA, in the amount of \$169,963.00 for supplying and installing of directional signage at the Executive Airport.

**Motion** made by Ms. VanValkenburgh, seconded by Mr. Dunbar, to approve the staff recommendation. In a voice vote, Board unanimously approved.

[Mr. Dunbar left the meeting at 2:30]

## **UPDATE ITEMS**

### **A. Noise Compatibility Program**

#### **The Annual Open House and ACE Awards Ceremony**

Ms. Straugh reported that on Wednesday December 3, 2008, the Airport had held their Annual Open House event, with nearly 140 people in attendance including Mayor Jim Naugle, City Manager George Gretsas, Director of Business Enterprises Cate McCaffrey, past award recipients; Board members; Airport Tenants; staff, and other City employees.

Ms. Straugh informed the Board that the awards ceremony started with the presentation of the Airport Operations Area Driving Safety Awards by Mr. Rufus James, Airport Operations Supervisor. Five AOA-badged drivers received this award for their safe driving for five and ten-year periods without incident. The recipients for the five-year award were Sang Pham, Executive Jet Center and James Karn, FXE Jet. The recipients for the ten-year award were Anthony Gomes, Executive Jet Center; James Neylon, FXE Jet; and Jose Cuevas, JM Families.

Ms. Straugh continued that Commissioner Christine Teel presented the Special Recognition Award to Mrs. Virginia Knudsen, Program Director of the Ionosphere Club of Flight at the Nan Knox Unit of the Boys and Girls Club of America, for her commendable efforts in encouraging children through aviation to succeed beyond their dreams.

Ms. Straugh stated that a Special Recognition Award was also presented to the Federal Aviation Administration (FAA) South Florida Flight Standards District Office 19. She clarified that since Miami and Fort Lauderdale had blended, it was no longer FSDO17. Commissioner Teel presented the award to Mr. Mark Hemmerle, Front Line Manager, on behalf of his entire office.

Ms. Straugh announced that the Airport's most prestigious honor, the Achievement In Community Excellence Award (ACE), was presented to Theron Wright, East Coast Director of Challenge Air for Kids and Friends, for their outstanding contributions to the community with their annual "Fly Day" held at Executive Airport. She noted that Mr. Wright is also a disabled aviator who serves to inspire others. The Achievement In Community Excellence Award (ACE) was also presented to Tor and Lisa Skroder, Co-owners of Trinity Air Ambulance. Ms. Straugh noted that Trinity Air Ambulance had done a phenomenal job supporting FXE's Noise Abatement Program with their extreme financial commitment to upgrade their entire fleet of jets.

Chair Brenneman advised Board members they should be sure to try and attend this event each year.

### **Noise Abatement Program Statistics**

The noise program statistics for October 2008 were included in the Board's packet.

## **B. Development and Construction**

### **AAAE Runway Safety Summit**

Mr. James informed the Board that the American Association of Airport Executives and the Fort Lauderdale Hollywood International Airport (FLL) had hosted a Runway Safety Summit Conference November 12-14, in Fort Lauderdale. The conference provided an opportunity to discuss FAA policies and procedures, security, and technology advancements intended to improve overall safety. Airport staff had also presented an overview of FXE operations and the implementation of several programs that had created a safe and more secure airfield for the users and tenants of the Airport. Mr. James said as a result of this presentation, they had received several inquiries from FLL representatives wishing to visit FXE to examine systems and programs that could be implemented at FLL.

### **Challenge Air For Kids and Friends**

Mr. James reported that on Saturday, January 31, 2009, Challenge Air for Kids and Friends would host their annual "Fly Day" from 9:00 a.m. to 3:00 p.m. at Banyan Air Service, 5360 NW 20th Terrace. On "Fly Day", free airplane rides would be given to any physically challenged child or young adult who registered prior to the event. He invited anyone wishing more information about how to volunteer or to contribute a gift to call (214) 929-2323 or to visit the following website: [www.challengeair.org](http://www.challengeair.org).

## **C. Arrearages**

### **Rent**

Ms. Bennett stated Performance Trading, Inc. had not paid the November rent for Parcel 8D. A default letter was issued and they would be given thirty days to cure the default.

There were no other rent arrearages to report for the month of November 2008.

### **Fuel Flowage**

There were no fuel flowage arrearages to report for the month of October 2008.

**D. FLL Update**

Ms. Straugh reported attending the recent Airport Noise Abatement Committee (ANAC) meeting at FLL. The next meeting was scheduled for March 9, 2009 at 6 p.m.

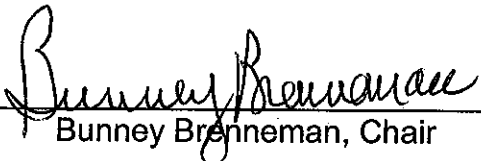
Ms. Straugh stated from December 15 through 22, from 12:01 a.m. until 5:30 a.m., FLL's main runway would close and Runways 13-31 would be utilized, which would probably affect Fort Lauderdale neighborhoods. She explained this was in preparation for a much longer closure that would take place in the Spring 2009.

**E. Other items and announcements**

Chair Brenneman felt it would be beneficial for Board members to visit the Customs facility and asked Ms. Bennett to arrange a tour prior to their next meeting. Ms. Bennett agreed to investigate this. If a tour could not be arranged, Mr. Cervasio agreed to prepare a PowerPoint presentation for the Board.

There being no further business before the Board, the meeting adjourned at 2:47 p.m.

- Next scheduled meeting date: Thursday – January 22, 2009 – 1:30 PM

  
Bunney Brenneman, Chair

**PLEASE NOTE:**

If any persons decide to appeal any decision made with respect to any matter considered at this public meeting or hearing, he/she will need a record of the proceedings and, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.